South Dakota Interlibrary Loan Statistics Report Form

As part of the justification for expenditure of federal LSTA funds, all SD libraries that participate either as nodes within the SD Library Courier service are requested to submit this report monthly & annually (July 1 through June 30 cumulation) to: ILL, SD State Library, 800 Governors Drive, Pierre, SD 57501-2294; Courier: SDS; FAX: (605)773-6962; phone: (605)773-3131/1-800-423-6665; e-mail: ILL@state.sd.us

Reporting Library	Reporting Month & Year		
Items/copies received/bo	orrowed from librar (Your library is the "reques		very services
	Returnable Items (defined below)	Non-returnable Items (defined below)	TOTALS (Required)
From ALL South Dakota libraries: (including public, academic, school, other)			
From ALL libraries outside SD: (including public, academic, school, other)			
Totals			
Items/copies sent/provide	ed/supplied/loaned (Your library is the "supply		other libraries
	Returnable Items (defined below)	Non-returnable Items (defined below)	TOTALS (Required)
To ALL South Dakota libraries: (including public, academic, school, other)			
To ALL libraries outside SD: (including public, academic, school, other)			
Totals			

Interlibrary Loan (ILL) - A transaction in which library material, or a copy of the material (including materials sent by fax or other form of electronic transmission) is made available by one library to another upon request. It includes both lending and borrowing. The libraries involved in ILL are not under the same administration or on the same campus. ILL also includes transactions for materials obtained through the ILL process that are supplied from non-library sources. (Taken from ANSI/NISO Z39.7-1995 "Library Statistics".)

Returnables - Report materials that the supplier/lending library expects to have returned. Examples of returnables include books, dissertations and theses, microfilm reels, sound recordings, and audiovisual material. (Taken from Academic Library Survey for the National Center for Education Statistics.)

Non-returnables - Report materials that the supplier/lending library does not expect to have returned. Examples of non-returnables include photocopies or facsimiles, fiche-to-fiche copies, print copies from microfilm, electronic full-text documents, and gratis print copies of unpublished reports and/or departmental working papers. (Taken from Academic Library Survey for the National Center for Education Statistics.)
9/14/2001